



*Embassy of the United States of America
Abu Dhabi, United Arab Emirates*

February 24, 2021

Dear Prospective Quoter:

SUBJECT: Solicitation Number *19TC1021Q0002, Outgoing Diplomatic Pouch Services*

The Embassy of the United States of America in Abu Dhabi invites you to submit a quotation for ***Outgoing Diplomatic Pouch Services in Abu Dhabi.***

In order for a quotation to be considered, you must also complete and submit the following:

1. SF1449
2. Section 1, Pricing
3. Section 5, Representations and Certifications and ensure compliance with FAR 52.229-11 is completed with IRS Form W-14 found at www.irs.gov/w14
4. Additional information as required in Section 3

Quotations are due no later than March 25, 2021 at 05:00 pm (local time). Quotations and all required documents must be submitted electronically at AbuDhabiContracts@state.gov and one original (hard copy) in a sealed envelope marked "Quotation Enclosed – RFQ 19TC1021Q0002" addressed to the Contracting Officer, Embassy of the U.S.A, P.O. Box 4009, Plot 38, Sector W59-02, Street No. 18, Sheikh Rashid Bin Saeed Street, Abu Dhabi, UAE.

Please ensure your company name is on the envelope. The quotation envelope(s) must be delivered to the main entrance of the U.S. Embassy's security gate by the deadline provided.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation at the lowest price. We intend to make an award based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

All contractors have to be registered in the System for Award Management (SAM) Database at <https://www.sam.gov> prior to contract award pursuant to FAR provision 5.207. Therefore prospective offerors are encouraged to register prior to the submittal of quotations/proposals. The guidelines for registration in SAM are also available at: <https://www.statebuy.state.gov/pd/Pages/AdditionalVendorReg.aspx>

Direct any questions regarding this solicitation to the Contracting Officer by letter or e-mail at AbuDhabiContracts@state.gov

Sincerely,

Antoaneta Gogleva
Contracting Officer